

Government of the People's Republic of
Bangladesh
Ministry of Social Welfare
Branch: Administration-1
Bangladesh Secretariat, Dhaka 1000
www.msw.gov.bd

Number: 41.00.0000.016.99.013.18.214

Date: 17/5/2018

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Ms. Mahmuda Min Ara, Managing Director (Additional Secretary), Jatiyo Protibondhi Unnayan Foundation, Ministry of Social Welfare has been granted earned leave (ex-Bangladesh) for Travelling to Saudi Arabia for performing Holy Hajj for 48 (forty-Eight) days starting from 15 July 2018 to 31 August 2018 or from the date of commencement of leave. Mr. Md. Aatur Rahman, husband of Ms. Mahmuda Min Ara will accompany her during the travel. The leave is granted under the following terms and conditions:

1. She will draw her pay and allowances in local currency. No part of it shall be drawn in foreign currency;
 2. All expenses relating to the travel will be borne by the concerned officer under above leave;
 3. She will not stay abroad more than the period approved;
 4. The Provision of Rule 34 of Appendix VIII of BSR (Part-1) will be applicable in case of the said leave.
2. This order is issued with the approval of the competent authority.

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17-May-2018

MD.ABUL AMIN
Senior Assistant Secretary
Phone: 9540550
Email: sasadmin1@msw.gov.bd

Number:

Date: 17/5/2018

41.00.0000.016.99.013.18.214/1(15)

Copy for Kind Information and Necessary Action,

1) Senior Secretary, Ministry of Public Administration Bangladesh secretariat, Dhaka.

- 2) Foreign Secretary, Ministry of Foreign Affairs, Dhaka. {Attention: Director (consular) with request to issue Note Verbale}.
- 3) H.E. Ambassador, Saudi Arabia Embassy in Dhaka, House 5 (NE) L, Road 83, Gulshan-2, Dhaka-1212.
- 4) H.E. Ambassador, Bangladeshi Embassy Saudi Arabia , Po Box 31085, Jeddah 21497, Saudi Arabia.
- 5) Director General, Department of Social Services, Agargaon, Dhaka.
- 6) Ms. Mahmuda Min Ara, Managing Director (Additional Secretary), Jatiyo Protibondhi Unnayan Foundation, Mirpur, Dhaka.
- 7) Director General, Department of Immigration & Passport, Agargaon, Sher-e-Bangla Nagar, Dhaka.
- 8) PS to Honorable Minister, Ministry of Social Welfare, Bangladesh Secretariat, , Dhaka.
- 9) Director, Hazrat Shahjalal (R) International Airport, Dhaka.
- 10) PS to Honorable State Minister, Ministry of Social Welfare, Bangladesh Secretariat, Dhaka.
- 11) PS to Secretary, Ministry of Social Welfare, Bangladesh Secretariat, Dhaka.
- 12) Chief Accounts Officer, Ministry of Social Welfare, Segunbagicha, Dhaka.
- 13) System Analyst, Ministry of Social Welfare , Dhaka (with request to display in MoSW website).
- 14) Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.
- 15) Accounts officer, Ministry of Social Welfare. Bangladesh secretariat, Dhaka.